

FINAL

Contract No. DACA85-95D-0018

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Project: Annette Island

DC#AKT-J07-05M314-G01-0079

Confirmation of:	<input type="checkbox"/>	Conference	Date Held:	05 September 2002	1:30 p.m. (Alaska)
	<input checked="" type="checkbox"/>	Teleconference	Date Issued:	17 September 2002	
	<input type="checkbox"/>	Other:	Prepared by:	Jacobs	
			Place:	Anchorage, Alaska	
Subject: MOU Work Group Biweekly Teleconference – Annette Island					

Participant	Organization	Phone
Benson, Jeff	Metlakatla Indian Community	907-886-4200
Beyette, Garth	Federal Aviation Administration	907-271-3355
Fickle, Todd	U.S. Army Engineer District - Alaska	907-753-2764
Gable, Scott	SECOR	916-861-0400 231
Johnston, Robert	U.S. Army Engineer District-Alaska	907-753-5664
McVay, Jon	Jacobs	907-751-3395
Ridley, Wendy	Metlakatla Indian Community	907-886-4200
Ridolfi, Bruno	Ridolfi Engineers (for MIC)	206-682-7294

MEETING MINUTES

Action Required By	Agenda Item No.	Discussion
		<p>These are the notes from the MOU Work Group Biweekly Teleconference.</p> <p>Agenda:</p> <p>1.0 Roll Call</p> <p>2.0 Hot Topics (Free Association)</p> <p>2.1 Jacobs Mobilization for Operation Clean Sweep Phase II, Civil Work</p> <p>2.2 NLUR schedule for Winnipeg Garrison documentation</p> <p>2.3 ADR</p> <p>3.0 Teaming Strategies and Success Stories</p> <p>3.1 Check on red flags/hot buttons – any to discuss?</p> <p>3.2 Site Information Request</p> <p>4.0 Agency Information and Schedule</p> <p>4.1 FAA</p> <p>4.2 MIC</p> <p>4.3 USAED</p> <p>4.4 BIA</p> <p>4.5 USCG</p> <p>4.6 Chevron / SECOR</p> <p>5.0 Action List</p> <p>6.0 Teleconference/Meeting Schedule</p>
	1.0	Roll Call – (see attendee list above)
	2.0	Hot Topics
	2.1	<p>Jacobs Mobilization for Operation Clean Sweep Phase II, Civil Work (McVay)</p> <ul style="list-style-type: none"> Jacobs' team has completed sampling of ground water monitoring wells. <ul style="list-style-type: none"> Sample data is being entered into Portal, ensuring that any punch-list items are complete before leaving the field office. Jacobs has submitted a tentative schedule to FAA and USAED. <ul style="list-style-type: none"> Civil sub-contractor, Ty-Matt, has been given notice to proceed with limited funding. Jacobs anticipates a full NTP, with partial funding to Ty-Matt on 09 Sept 02. Ty-Matt to start site work around 23 Sept 02, pending NTP. Potential personnel from Metlakatla are being reviewed and hired. Ty-Matt is anticipating to hire up to 12 MIC residents. <ul style="list-style-type: none"> Medical monitoring is scheduled for next week in Ketchikan.



		<ul style="list-style-type: none"> – Training by Ty-Matt will be updated if necessary. – Site orientation will be conducted on 23 Sept 02. • Ty-Matt is aware of how business is conducted in Metlakatla, this is one of their strengths. <ul style="list-style-type: none"> – Ty-Matt plans to have supervisors that work with the Jacobs staff and the Government representatives to primarily oversee & manage the work done by local resources. • Connex containers will be required by the week of the 30 Sept 02.
	2.2	<p>NLUR schedule for Winnepeg Garrison documentation (McVay)</p> <ul style="list-style-type: none"> • Jacobs has a tentative schedule with NLUR for Section 106 at Winnepeg Garrison. <ul style="list-style-type: none"> – NLUR anticipates to be in the field 22 Sept 02, pending approval of the Single Source Justification submitted by Jacobs to USAED. • Jacobs plans to do the photography of Winnepeg Garrison. <ul style="list-style-type: none"> – Larry Fiske, Jacobs, has been identified to capture the photographic documentation and will be going to the field around 22 Sept 02.
	2.3	<p>ADR (Beyette)</p> <ul style="list-style-type: none"> • Beyette, Johnston, and Ridolfi attended a 1½-hour teleconference with approximately 20 people in attendance. <ul style="list-style-type: none"> – It was noted that a lot of time was spent on educating new people who are about 2-3 years behind. • A schedule has been set up with tentative dates. <ul style="list-style-type: none"> – 22 Oct 02 – travel day. – 23 Oct 02 – site visits in Metlakatla. Potential sites include: <ul style="list-style-type: none"> ▪ Site #5 – Dump ▪ Site #9 – Power Generation Plant ▪ Site #75 – Hangar ▪ Site #42 – Tank Farm ▪ Site #12 – North Tongass Harbor Tank Farm ▪ Site #39 – Fuel Distribution System ▪ Site # 49 – Gas Station – 24 Oct 02 – follow-up meeting in Ketchikan. – 25 Oct 02 – travel day. – 19 & 20 Nov 02 – meeting, Seattle. • The Annette web site along with the Portal web site was given out as an

		information resource at the teleconference.
	3.0	Teaming Strategies and Success Stories (Benson) <ul style="list-style-type: none"> MIC's crew successfully straightened out metal dump – Right on schedule.
	3.1	Hot Button (Beyette) <ul style="list-style-type: none"> Beyette encourages good tracking of funds. He needs to know where the funds go. Beyette also encourages everyone to ensure an ample amount of time for planning, don't rush into it. <ul style="list-style-type: none"> Jacobs intends to sequence work as efficiently as possible to begin short lead time items early and allow time for tasks that require a longer lead time.
	3.2	Site Issue Request (McVay) <ul style="list-style-type: none"> Annette Island's 'Z' coordinate, vertical control, has been questionable for a number of years. St. Denney Surveying, out of Kodiak, is working on vertical control. <ul style="list-style-type: none"> They have tied together DoT's, USAED's, and other surveyor's data, to compile data that has more certainty (& precision) as it relates to vertical control. Benson request additional information on survey.
	4.0	Agency Info and Schedules
	4.1	FAA (Beyette) <ul style="list-style-type: none"> Sam Swearingen's number of wells and probes sampled does match Larry Fiske's number. <ul style="list-style-type: none"> Sam and Larry will be meeting today, 05 Sept 02, to verify & confirm the right number. Beyette has been spending a lot of time with Portal. <ul style="list-style-type: none"> Beyette has been entering various tasks with sites that have been completed in the past. There may be some problems with people trying to access the public side of the portal because entries made on the FAA-side of the fire wall are not evident on the public side. Allery has been working through the issues of public access and replication. McVay has had no problems accessing portal, though, he has some errors connecting map to the data, but it is usually quite functional. Beyette believes that portal will be a good tool after the ADR meeting.



	4.2	MIC (Benson) <ul style="list-style-type: none"> • MIC is in the process of completing biota sampling. <ul style="list-style-type: none"> – Fisherman were unable to bring in Halibut samples, however, MIC was able to obtain samples from the fish processor. – Fish and Wild Life will be collecting crab samples for MIC. – A charter boat is willing to collect any remaining samples needed. – Jeff Moran will be the handling shipping of live crab samples for MIC. • Lab results have not been received by MIC. The lab will compile results after all the samples are received. <ul style="list-style-type: none"> – When data package is received, all data will need to be validated before results are distributed. • MIC is looking forward to FAA's contractors coming to the Island. • They are awaiting NALEMP correspondence and work. • MIC is preparing for NLUR to begin Winnepeg Garrison. • Walden road project will be shutting down for the year. • Construction of the new clinic has started. They seem to be needing several truck drivers. <ul style="list-style-type: none"> – Congestion does not seem likely and is not a concern.
	4.3	USAED (Johnston) <ul style="list-style-type: none"> • Section 106 has been squared away. <ul style="list-style-type: none"> – NLUR has been given the "o.k." to go to the field. • USAED is working on getting NALEMP funds to MIC some time next week. • Assisting Jacobs with funding (FAA – related) issues.
	4.4	BIA (Not Present/Benson) <ul style="list-style-type: none"> • No change. • Benson reports that BIA is considering doing more work in the Maintenance Shop Area.
	4.5	USCG (Not present/McVay) <ul style="list-style-type: none"> • No change. • Edwin Dealt and Frank Espizito are the ADR representatives for USCG.
	4.6	Chevron / SECOR (Gable) <ul style="list-style-type: none"> • Currently working on revision of the A draft of Site Investigation Report (first in-house draft). <ul style="list-style-type: none"> – There has been a set-back to the schedule due to some issues with

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		<p>the lydar survey and topographic map. Data issues need to be resolved regarding Lydar data and GPS data.</p> <ul style="list-style-type: none"> – Jacobs would like to have their surveyor eventually review lydar survey. – Bob Cochran working to meet 23 Sept 02 distribution to Benson. MIC requests 3 (paper) copies. – Benson will look at drawings to determine which drawings should be issued as plates. <ul style="list-style-type: none"> • SECOR has a planning meeting scheduled with Chevron on 14 Oct 02. • SECOR will be traveling to Metlakatla 23 Oct 02 as part if the ADR process.
	5.0	Action List (see list)
	6.0	Teleconference / Meeting <ul style="list-style-type: none"> • Next teleconference is Thursday, 19 September 02, 1:30 pm ADT.
		Teleconference ended at 2:33 pm.